



United States Postal Service
 Office of Inspector General
 Attn: Human Resources
 1735 N. Lynn Street, 10th Floor
 Arlington, VA 22209-2020

Grade: Journey Band FLSA: Exempt
Salary: \$26,264 - \$89,217 Per Annum
(Locality Pay & LEAP Authorized)
****Positions: See Page 2**
Relocation Expenses Will Not Be Paid
Open: 9/10/08 Close: 9/24/08
***Hiring range up to equivalent GS-9**

ENTRY LEVEL
Criminal Investigator

The United States Postal Service Office of Inspector General (OIG) is seeking highly qualified applicants to fill our Criminal Investigator positions located in various locations. Applicants must demonstrate the potential to conduct Federal criminal, civil and administrative investigations. Compensation includes 1811 LEAP and coverage as a primary position under law enforcement retirement. The OIG mission is to provide reports to the Postal Service Executives, Governors and Congress to help the Postal Service maximize revenues (approximately \$70 billion a year), minimize costs, and prevent and detect fraud, waste, abuse and mismanagement.

ELIGIBILITY REQUIREMENTS

- Bachelors degree from an accredited college or university, or four years of related professional experience, or a combination of education and experience, and
- Previous Postal OIG investigative-related work experience

In accordance with applicable laws, the applicant selected for this position must:

- Maintain eligibility to operate motor vehicles
- Be at least 21 years of age and not have reached 37th birthday at the time of initial appointment to law enforcement position
- Qualify and maintain authorization to carry firearms including no current or previous domestic violence convictions
- Maintain physical, mental, and emotional standards and requirements necessary to perform law enforcement assignments
- Work unscheduled, irregular hours with the possibility of personal risk
- Must be willing to relocate at the direction of management

EVALUATION FACTORS

- Ability to research, analyze and make recommendations on complex investigative and administrative issues
- Ability to effectively present information both orally and in writing to convey ideas and concepts regarding complex and sensitive investigations
- Ability to work with a team and develop and maintain effective working relationships with others from within and outside the agency at a variety of levels and with differing backgrounds and points of view

DESIRABLE QUALIFICATIONS

- Advanced academic degree

ADDITIONAL REQUIREMENTS

- Ability to pass a physical examination, drug screening, and background investigation
- Selectee is required to obtain and maintain a Top Secret clearance
- Selectee will be subject to random drug testing
- Ability to obtain/maintain a government-issued credit card
- May require up to 50 percent travel

TO BE CONSIDERED, APPLICANTS MUST SUBMIT

- Any **one** of the following forms: Resume, OF-612, SF-171, PS Form 2591, PS Form 991
- A OF-306, Declaration of Federal Employment
- Latest performance appraisal (within 15 months); must have received at least a contributor or satisfactory level of performance rating (if unable to provide, please note reason on a separate sheet of paper)
- A separate, written narrative that describes specific experience (knowledge, skills, abilities) for each Evaluation Factor (limited to one page per factor)
- Applicants claiming Veteran's Preference must attach a copy of member 4 copy (only) of Certificate of Release or Discharge from Active Duty (Form DD214) or other proof of eligibility if claiming 10-point veteran's preference. Veterans must submit a copy of a letter dated within the last 12 months from the Department of Veterans Affairs or the Department of Defense certifying receipt of compensation for a service-connected disability of 30 percent or more



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NOTE

- **OPEN TO ALL SOURCES**
- **U.S. CITIZENSHIP REQUIRED**
- **APPLICATIONS MUST BE SUBMITTED TO THE FOLLOWING EMAIL ADDRESS: JOBS@USPSOIG.GOV OR MAILED TO: USPS-OIG, Human Resources – 1735 N. Lynn Street, 10th Floor, Arlington, VA 22209-2020**
- **MUST BE RECEIVED BY MIDNIGHT (EST) ON THE CLOSING DATE OF THE ANNOUNCEMENT**
- **APPLICANTS WHO DO NOT ADDRESS EACH OF THE EVALUATION FACTORS WILL NOT BE CONSIDERED**
- **CAREER LADDER TO GS-13 EQUIVALENT AT MANAGEMENT’S DISCRETION**

Applicants must meet all eligibility requirements by the closing date of the announcement. **All submissions must include the vacancy announcement number.**

OIG LOCATIONS BEING CONSIDERED:

Pacific Area Field Office

Irvine, CA
 Los Angeles, CA
 Los Angeles Metro Area
 San Francisco, CA

New York Metro Area Field Office

New York Metro Area
 New York City, NY (Church Street)
 New Jersey, NJ (Trenton, NJ)

Eastern Area Field Office

Philadelphia, PA

PLEASE SPECIFY WHICH LOCATION YOU WOULD LIKE TO BE CONSIDERED.

BASIS OF RATING

Candidates will be evaluated on the skills they possess that are directly related to the duties of the position and/or the experience, education, and training that indicate the applicant’s ability to acquire the particular knowledge and skills needed to perform the duties of the position.

REASONABLE ACCOMMODATIONS

This agency provides reasonable accommodations to applicants with disabilities. If you require accommodations for any part of the application and/or hiring process, please call (703) 248-2210. The decision on granting an accommodation request will be made on a case-by-case basis

WHY APPLY WITH THE POSTAL SERVICE OIG?

- **Flexible Work Schedules!**
- **Flexible Spending – Pre-Tax dollars for Child and Health Care!**
- **Locality Pay for Geographical Area Included!**
- **Pre-tax Dollars for Commuting!**
- **State of the Art Technology!**
- **Pay System that Rewards High Performers!**
- **Thrift Savings Plan with Matching Contributions up to 5%!**
- **Government-Backed Pension Plan!**
- **Ongoing Professional Development for every employee through Classroom/Virtual training, Seminars, Conferences and Tuition Reimbursement!**
- **On the Top 10 Corporations List in the U.S.!**
- **In the Top 50 Corporations for minorities and women!**

Job Line Number:
 703-248-2210

DC Relay Service:
 202-855-1234 (TTY)

Or Visit our website:
www.uspsoig.gov

AN EQUAL OPPORTUNITY EMPLOYER